

# The University of North Carolina at Asheville

## *Ramsey Library*

### ***Hazardous Weather Policy***

#### Introduction

When the Asheville area is affected by winter weather conditions, it is frequently necessary to make a decision as to whether to close the library early, delay opening, or forgo opening altogether. In this situation, as in all others, the primary and driving criteria is concern for the safety and well-being of people – our patrons as well as library staff and our student workers. Nothing in this or other Ramsey Library policies and procedures should ever be interpreted to place other operating decisions above this principle.

#### Decision Model

##### **Monday through Friday when classes are in session**

On week days, when classes are in session, the library will take its cue from the University's decision announced on local television and radio stations as well as on the campus "snow line" (259-3050) and the University Web page.

- ***Hazardous Weather Before Library Opening at 8 AM***

In the event that hazardous conditions exist prior to 8 AM, there are three possibilities:

1. If University classes meet on their normal schedule, the library will operate on its normal schedule.
2. If University classes are to meet on the "late start" schedule, the library will open at 9 AM, if appropriate staff are available.
3. If University day classes have been cancelled, the library will open when and if the appropriate personnel are available in the library. Operating hours will be adjusted considering conditions and the availability of personnel.
4. If the University announces an emergency closing the library will not open.

- ***Hazardous Weather Developing After Library Opens***

In the event that hazardous conditions develop after the library opens, the Associate University Librarian for Public Services (Interim) in consultation with the University Librarian will determine the appropriate hours the library will remain open based upon then current and projected conditions, the University's decision regarding class cancellations, the availability of personnel, and consultation with those personnel. This decision will be made and communicated at the earliest feasible time.

##### **Weekends or Anytime UNCA Classes Are Not Meeting**

At times when UNCA classes are NOT scheduled to meet (e.g., Friday evenings, weekends, spring break, or prior to the beginning of the spring semester) there will be no guidance or announcements from the University. Staff and STUDENT WORKERS are encouraged to check the library's hours information number for opening information (251-6546).